



Date: Thursday, January 23, 2024

Subject: Public Works' Monthly Report

RE: December 2024

Public Works Related

- PWD uploaded and approved bills for PW assigned in Bill.com.
- Payroll processing and review.
- PWD met with Chief Burse, TA Anderson, and warehouse landlord to discuss the storage needs for our playground equipment.
- PWD picked up items requested by events committee ahead of tree lighting event.
- PWD and crew provided setup and breakdown for the town's annual tree lighting event.
- PWD assisted with payments for debt service items.
- PWC hauled multiple loads of food donations to food bank.
- PWD & Foreman researched replacement pick up trucks. Provided all documentation and cost analysis to the board for approval.
- PWD attended an ADP meeting.
- PWD obtained financing options on selected vehicles.

Maintenance and Beautification

- PWC began Christmas decorations in various locations.
- 16FT Christmas tree was erected and decorated for tree lighting event.
- Two Ford F-250 Crew Cabs ordered.
- Boom lift rented to assist staff in tree decoration and setup.
- PWC continued removal leaves from town properties and streets that were in rough shape.
- PWD continued with asset inventory.
- PWD provided feedback for wayfinding signage as Econo Signs makes them.
- Truck 216 had transmission replaced.
- Plows and spreaders check for issues after first notice of impending large scale winter event. Multiple issues found.
- 2 Hour load bank test and oil and coolant samples done during generator service.
- Carrier Split system phase 2 installation of air handler, and condenser unit completed. Just a few loose ends to tie up.

Street and Sidewalk / Mead & Hunt Update

- PWC performed storm drain checks and clearing of leaves and debris.
- PWC conducted litter patrols around Town.
- PWD wrapped up the HPS-20 report in mid December.



Playground and Splash Pad Phase II Update: DPIE is still submitting feedback and questions on the Final report submitted by Sparks at Play. They are now requiring a stormwater management system because the overall project has an area of disturbance slightly above 5,000 sq ft. The estimated cost of these requirements adds \$200,000 to the overall project. We are working to get an exemption from this to move the project forward.

Refuse Accumulations

- There were no dump body rentals for the month.
- Bulk day refuse totals for items to landfill were 4.07 tons.
- Yard waste totals for items to MES were 0.39 tons.

Sincerely,

Darnell F. Bond / Director of Public Works